

TOWN OF SCITUATE POSITION DESCRIPTION

Position Title: Staff Engineer

Job Summary

Responsibilities include design, permitting and construction oversight of all municipal capital improvement projects. Applicants will oversee the design and construction of projects, such as roadways, drainage systems, pedestrian facilities, recreation areas, parks, water main and water treatment schemes.

Level of Responsibilities

Works under the general supervision of the Engineering Supervisor and Director of Public Works. Must have an understanding of construction drawings and specifications. Preparation of daily inspection reports and review of pay requisitions for accuracy.

Major Duties

Performs field reconnaissance in scoping out projects related to infrastructure including drainage, sewer, water, and roadways and makes detailed notes and reports to Engineer Supervisor/DPW Director.

Perform property ownership and deed research for existing conditions surveys, stakeouts and grading plans. Perform existing conditions surveys, plan preparation and stakeout surveys for municipal improvement projects.

Conduct inspections on public works projects and provide supervision on contracts awarded. Performs construction oversight, inspection and quality assurance of engineering elements.

Works with other departments in reviewing and administering projects including Conservation Commission, Board of Health and Planning Board.

Reviews all sewer connection permits. Experience in land development, site design, storm water management, erosion and sediment control design, utility plan and profile design.

Qualifications Required

Bachelor's Degree in engineering, preferably civil engineering. One to four years of experience in the design and construction of public works infrastructure. Any equivalent combination of education and experience.

Knowledge of state and local laws and regulations governing construction in the Commonwealth and public bidding laws. Considerable knowledge of infrastructure and stormwater design

specifications, and applicable codes and safety standards. Knowledge of Title 5 and Wetlands Protection Act helpful.

Valid Massachusetts Driver's License

Excellent communication skills both oral and written. Knowledge of the application of engineering principles to design construction, and maintains economically acceptable solutions on public works projects. Through knowledge of working with computers and related software including AutoCAD drawing applications and GIS mapping

Ability to perform physically demanding work under a variety of weather conditions and hours of the day, including weekends and holidays, if required.